# Index

```
Abbreviations, Appendix B
Academic Calendar
  Description, 1–4
Accounting Transactions Generation
  Process, 2–30
Acknowledgements
  Data Request
     Description, 1–9
  Disbursement
     Description, 1–8
     Overview, O-11
  Origination
     Description, 2–7
     Overview, O-9
  Origination with Overpaid Status, 2–41
Acronyms, Appendix B
Added RFMS Technical Elements, O-4 to O-5
Adjustment of Pell Grant Authorization Amounts, O-7
Administrative Cost Allowance
  Description, 2–31
  Letter
     Sample Text Message, 2-31
Advance Funding
  Drawdown, 2–48
Assistance, O-19 to O-26
Authorization
  Adjusting the Authorization Amount, O–7
  Categories of School Authorization, O-7
  Description, 1–2
  Initial, 2–9
  Overview, O-7
```

Automatic MRRs, 2–16 Award Year Specific Information Message Classes, 2–32 Pell Payment Tables, 2–33 Yearly Parameters, 2–33 Batch Edit/Reject Codes, D-3 **Batches** Batch. 2-60 Batch Edits. Business Rules, 2–70 Batch Reject Reasons, 1-54 Disbursement, 1–54 Origination, 1-54 Business Rules, 2–60 Concurrent Enrollment, 2–73 Data Request, 2–69 Disbursement, 2-65 Edit Codes, 2–88 Edit/Reject Codes, D-19 Editing, 1–6 Flowchart, 2-34 General, 2–58

Origination, 2–61 Overpaid Status, 2–71

Negative Pending Situations, 2–72

Potential Overaward, 2-73

Initial Funding, 2–70 Modifications, 2–35

SAIG, 2-70

School Data, 2–71

Sort Order, 2–35

Business Rules, 2-58

Transmission and Batch Edits, 2–70

Year-to-Date, 2–74

### Calculations

Origination Award Amount, 2–39

Cash Monitoring School Authorization, O-7

Central Processing System (CPS), 2–27

```
Changes
  On a Disbursement Record
     By RFMS, 2-15
     By the school, 2–15
  On an Origination Record
     By RFMS, 2–12
     By the school, 2–13
     How to Submit, 2-41
Combination EDExpress/Custom System Options
  Edits in EDExpress, 3–19
  End of Entry Edits Table in EDExpress, 3–23
  Import Process, 3–19
  Introduction, 3–1
  Overview, O-14
  Record Layouts, 3–5
  Using Record Layouts, 3–3
Concurrent Enrollment, 2–17
  Business Rules, 2–73
Corrections, 3–22
Correspondence from ED
  P-Messages, 2–24
  Process, 2–23
Custom System Options, O–14
Cycles, 2–56
  Daily, 2–56
  Processes, 2–56
  Yearly, 2–57
Data Requests
  Acknowledgement Records, 1-9
  Business Rules, 2–69
  Edit Codes, 2-95
  Flowchart, 2–50
  Modifications, 2–50
  Multiple Reporting, Reconciliation, Statement of Account, YTD Record Layouts, 1–81
  Process, 2–18
  Records, 1–9
  Reject Reasons, 1–56
  Sort Order, 2–51
  Troubleshooting, 2–85
Deleted RFMS Technical Elements, O–3
```

## Disbursement Acknowledgement Records

Description, 1–8

Layout, 1–60

Overview, 2–103

## Disbursement Records

Creating, 1–57

Description, 1–8

Disbursement Acknowledgement Records, 1–8

Layout, 1–58

Overview, O-10

Processing, 2–30

Receiving process, 2–29

Disbursement Reject Reasons, 1-55

Disbursement Reporting, 2–102

Disbursements

Business Rules, 2–65

Calculations, 2–44

Edit Codes, 2–92

Edit/Reject Codes, D-41

Examples, 2–44

Flowchart, 2–42

Modifications, 2–43

Process, 2–13

Reject Reasons, 1–55

Sort Order, 2–45

Troubleshooting, 2–84

### Drawdown

Advance Funding, 2–48

Just-in-Time Funding, 2–49

**Duplicates** 

Prompt Option, 3–19

## **EDExpress for Windows**

Exporting Data into Campus System, 3–1

Importing Data from Campus System, 3–1

Options, O-14

Pell Payment Module, O-7

Using with Other Software, 3–2

### Edit Codes

At-a-Glance, 2–87

Batches, 2–88, D–3

Data Requests, 2–95, D–58

Description, Appendix D

Disbursements, 2-92, D-41 Institutional Data, D–61 Originations, 2–90, D–18 School Data, 2–96 Tables, Appendix D Electronic Data Requests, 1–80 Electronic Statement of Account, 1–2 Overview, O-7 Initial authorization, O–7 See also *ESOA* End of Entry Edits In EDExpress, 3-22 Table, 3–24 Enrollment Concurrent, 2–17 **Errors** Correcting, 3–22 **ESOA** Modifications, 2–49 Print Format, 1–71 Print Format and Specifications, Appendix C Printing, 1–9, 1–70 Process Flow, 2–46 See also Electronic Statement of Account Sort Order, 2–49 ESOA Record Detail, 1–67 Summary, 1–63 Examples Disbursements, 2–44 Originations, 2–38 Exporting Data From EDExpress, 3–1 Into EDExpress, 3–1 External Disbursement Add/Change Record Layout, 3–17 External Origination Add/Change Record Layout, 3-5 FAQs, Appendix E

Federal Pell Grant Web site, 2-97

Financial Management Systems Software (FMSS), 2-28

```
Flowcharts
  Batches, 2–34
  Data Requests, 2–50
  ESOA, 2-46
  Origination, 2–36
  RFMS Interfaces with ED Systems, 2–26
  RFMS Process Flow, 2–7
  School Data, 2-53
Frequently Asked Questions, Appendix E
Functions of RFMS System, 2-29
Funding
  Calculation Formulas, 2-9
  Formulas, 2–9
  Fund Drawdown, 2-48
     Advance Funding, 2–48
     Just-in-Time Funding, 2–49
  Increases, 2–10
  Just-in-Time, 2–10
General Business Rules, 2–58
Getting Started, 2–106
Glossary, Appendix A
Grant Batch Header Record, 1–26
Grant Batch Trailer Record, 1-29
Grants Administration Payment System (GAPS)
  Description, 2–28
  Overview, 2–99
Header Record, 1–5
Headers and Trailers, 1-4
Hotlines, 2–105
Implementation Guide, 2–1 to 2–106
  Formulas for Calculating Funding, 2–9
  Funding, 2–10
  Increases in Funding, 2–10
  Initial Authorization, 2–9
  Interfacing Systems
     Description, 2–8
     List of Systems, 2–25
```

```
Modifications, 2–3
  Overview, 2–1
  Potential Overaward Project, 2-17
  Process
     Concurrent Enrollment, 2–17
     Data Requests and Institution Data Records, 2–18
     Disbursement, 2–13
     Electronic Correspondence, 2–23
     Multiple Reporting Records, 2–16
     Origination, 2–11
     Overall, 2–9
     Year-to-Date Records, 2-19
  RFMS Process, 2-6
  School Interface, 2-8
Import Edits, 3–20
Import Process
  Into EDExpress, 3–19
Importing Data
  From EDExpress, 3–1
  Into EDExpress, 3–1
Initial Funding
  Business Rules, 2–70
Institution Acknowledgement Record
  Record Layout, 1–79
Institution Data Records
  Process, 2–18
  Record Layout, 1–74
Institutional Data
  Edit/Reject Codes, D-61
Interface Requirements, O-17
Interfaces
  RFMS with ED Systems, 2–25
     CPS, 2–27
     FMSS, 2–28
     GAPS, 2–28
     NSLDS, 2–28
     PEPS, 2-27
     SAIG, 2–27
  With Other Campus Software Systems, O–18
  With Other ED Software Systems, O-17
  With Other Systems, 2–8
```

```
Funding, 2–10
     Drawdown, 2-49
  School Authorization, O-7
Lessons Learned, 2–76
Message Classes
  List, 2–32
Modifications
  Batches, 2–35
  Data Requests, 2–50
  Disbursement, 2–43
  ESOA, 2-49
  For 2001-2002, 2–3
  Origination, 2–37
  Overview, O-5
  School Data, 2-55
Multiple Reporting Records
  Automatic MRRs, 2–16
  Description, 1–10
     Process, 1–10
     Requesting, 1–11
     Types of MRRs, 1–12
  Overview, O-12
  Process, 2–16
  Record Layout, 1–85
  Requesting, 2–17
  Troubleshooting, 2–79
  Types, 1–12
National Student Loan Data System (NSLDS), 2–28
New RFMS Technical Elements, O-3 to O-5
  Additions, O–4 to O–5
  Deletions, O–3
  Modifications, O-5
New Schools
  Overview of System, 2-99
```

Just-in-Time

Organization of Technical Reference, O-1 to O-2

Origination Acknowledgement Records, 1–7

Layout, 1–42

Overpaid Status, 2–41

Overview, 2–100

Sort Order, 2–41

**Origination ID** 

Elements of, 3–3

Origination Process, 2–11

**Origination Records** 

Action Codes, O–9

Award Amount Calculations, 2-39

Batch Processing, 1–7

Business Rules, 2–61

Creating, 1–25

Description, 1–3, 2–100

Edit Codes, 2–90

Edit/Reject Codes, D-19

Edits, 3–21

Flowchart, 2–35

Layout, 1–31

Modifications, 2–37

Overview, O-8

Processing, 2–30

Receiving Process, 2–29

Reporting, 2–100

Submitting, 1–4

Troubleshooting, 2–80

Overpaid Status, 2–41

Business Rules, 2–71

Negative Pending Situations, 2–72

Overview, O-1

For New Schools, 2–99

Introduction, O-6

New for 2001-2002, O-3

Organization, O-1

PC Requirements, O-16

Preface, O-1

Sources of Assistance, O-19

System Options, O-14

```
P-Messages, 2-24
PC Requirements, O-16
Pell Grant Authorizations, O-7
  Initial Authorization Levels, O-7
Pell Message Classes, 2–32
Pell Payment Tables
  Message Classes, 2–33
Pell Student Information Systems
  Combination Systems, 3–1
Postsecondary Education Participants System (PEPS), 2–27
Potential Overaward Project (POP)
  Business Rules, 2–73
  Description, 2–17
  Overview, 1–14
Preface, O-1
Print Format and Specifications - ESOA
  Formats, Appendix C
  Printing, 1–70
  Sample, 1–71
Problem Solving, 2–76
Process
  Correspondence from ED, 2–23
  Cycles, 1–1
  Data Request and Institution Data Records, 2–18
  Disbursement, 2–13, 2–42
  Generating Accounting Transactions, 2–30
  Import Data into EDExpress, 3–19
  Multiple Reporting Records, 1–10, 2–16
  Origination, 2–11
  Origination and Disbursement Records
     Processing, 2–30
     Receiving, 2–29
  RFMS, 2–6
Process Flow
  Data Requests, 2–50
  ESOA, 2-46
  School Data, 2–53
Process of Cycles
  Custom Layouts, 1–1
  Daily, 2–56
  Yearly, 2–57
Prompt for Duplicates Option, 3–19
```

```
Reconciliation File Record
  Description, 1–13
  Overview, O-13
  Record Layout, 1–91
Record Changes
  Disbursement
     by RFMS, 2–15
     by School, 2–15
  Origination
     by RFMS, 2–12
     By School, 2–13
Record Layouts
  Combination Systems, 3–3
  Data Requests: Multiple Reporting, Reconciliation, Statement of Account, YTD, 1-81
  Disbursement Acknowledgement Record, 1-60
  Disbursement Record, 1-60
  ESOA - Detail. 1-67
  ESOA - Summary, 1–63
  External Disbursement Add/Change Record, 3-17
  External Origination Add/Change Record, 3–5
  Grant Batch Header Record. 1–26
  Grant Batch Trailer Record, 1–29
  Institution Data Acknowledgement Record, 1–79
  Institution Record Layout, 1–74
  List of, 1–16
  Multiple Reporting Record, 1–85
  Origination Acknowledgement Record, 1-42
  Reconciliation File Record, 1–91
  Year-to-Date (Disbursement), 1–106
  Year-to-Date (Origination), 1–93
  Year-to-Date (Summary), 1–109
Records
  Disbursement, O-10
  Layouts, 1–16
  Origination, O-8
  Reconciliation File, 1–13
  TIVWAN Transmission Batch Header Record, 1–20
  TIVWAN Transmission Batch Trailer Record, 1–20
  TIVWAN Transmission Header Record, 1–19
  TIVWAN Transmission Records, 1–18
  TIVWAN Transmission Trailer Record, 1-20
  Year-to-Date, O-13
Reimbursement School Authorization, O-7
```

```
Reject Codes, Appendix D
  Batch Edits, D-3
  Disbursement, D-41
  Institutional Data, D-61
  Origination Edits, D-19
Reject Reasons
  Batches, 1–54
  Data Requests, 1–56
  Disbursements, 1–55
Requests
  for RFMS Data Batches, 1–15
  for Year-to-Date Records, 2-19
  Multiple Reporting Records, 1–11, 2–17
Requirements
  Interface, O-17
  Interface with Other Campus Software Systems, O-18
  Interface with Other ED Software Systems, O-17
  PC, O-16
RFMS
  Introduction, O-6 to O-14
RFMS Core System Functions, 2–29
Rules, Business
  See Business Rules
SAIG Business Rules, 2–70
Scenarios
  Disbursement, 2–44
  Origination, 2–38
School Authorization
  Overview, O-7
School Authorization Categories
  Advance Funding, O–7
  Just-in-Time, O-7
  Reimbursement or Cash Monitoring, O-7
School Data, 2–53
  Business Rules, 2–71
  Edit Codes, 2–96
  Flowchart, 2–53
  Modifications, 2–55
  Sort Order, 2–55
School Interface, 2–8
Services Available, 2–105
SFATECH, 2-24
```

```
Software for RFMS, O-7
Sort Order, 2–41
  Batches, 2–35
  Data Requests, 2–51
  Disbursement, 2-45
  ESOA, 2-49
  School Data, 2–55
Sources of Assistance, O-19-O-26
Student Aid Internet Gateway (SAIG), 2–27
  Description, 2–99
Submission of Origination Records, 1–4
System Options
  Combination EDExpress and Custom System, O-14
  Custom System, O-14
  EDExpress for Windows, O-14
Telephone Numbers, 2–105
Tips for Problem Solving, 2–76
TIVWAN Transmission Batch Header Record, 1–20
TIVWAN Transmission Batch Trailer Record, 1–20
TIVWAN Transmission Header Record, 1–19
TIVWAN Transmission Records, 1-18
TIVWAN Transmission Trailer Record, 1–20
Trailer Record, 1–6
Trailers and Headers, 1–4
Transmission
  Business Rules, 2–70
Troubleshooting, 2–79
Web sites, 2–106
  Federal Pell Grants, 2–97
Year-to-Date
  Business Rules, 2–74
  Record Layout
     Disbursements, 1–106
     Origination, 1–93
     Summary, 1–109
  Records, 2-19, O-13
     for EDExpress Users, 2–22
     Format, 2–21
     Process, 2-19
     Purpose, 2–19
Yearly Parameters, 2–33
```